



LICENSING DIVISION
P.O. Box 989003
West Sacramento, CA 95798-9003
(800) 952-5210



Application For CERTIFICATE OF AUTHORITY

Pursuant to the provisions of Chapter 19, Division 3
 of the Business and Professions Code.

Fee

Regulatory Charge\$400.00
 Initial Filing Fee\$400.00
 Interment Fee*\$
 Cremation Fee*\$
TOTAL FEE DUE \$*

* Computed at a rate of \$8.50 for each interment and \$8.50 for each cremation made during the preceding calendar year.

Do Not Write In This Space

Date Recvd _____

License No _____

Date Issued _____

IMPORTANT:

1. Read all information included in this application.
2. Mail application with **ALL** requirements¹ and correct fee to the Licensing Division.
3. Remit fee by check or money order made payable to the Licensing Division - **DO NOT SEND CURRENCY.**
4. You will be notified when and where to appear for the written examination.
5. Licenses must be renewed annually.

Per California Civil Code, Section 1798.17 (Information Practice Act), the Director of the Department is responsible for maintaining the information in this application. This information may be transferred to other governmental and enforcement agencies. Individuals have the right to review the records maintained on them by the agencies, unless the records are exempt by Section 1798.40 of the Civil Code.

1. Name of Corporation			
2. FEIN ²			
3. Name of Cemetery			
Number and Street or Post Office Box		City	State
			Zip
4. Mailing Address			
Number and Street		City	State
			Zip
5. Business Address			
6. Telephone Number		7. Does the facility have a crematory? YES NO	

I CERTIFY UNDER THE LAWS OF THE STATE THAT the answers given in this application are true and correct, and that if certified I will not violate any provisions of the Cemetery Act nor misuse the privileges of the registrant.

Signature _____ Date _____

Official Title _____

¹ This application must be accompanied by the documents and information enumerated in Section 2326 of the Rules and Regulations of the State Cemetery Program. *PLEASE SEE REVERSE SIDE.*

² Disclosure of your social security number (SSN) and/or federal employer identification number (FEIN) is mandatory. Section 30 of the Business and Professions Code and Public Law 94-455(42 USCA 405(c)(2)(C) authorizes collection of your SSN or FEIN. This information will be used exclusively for tax enforcement purposes and for purposes of compliance with section 11350.6 of the Welfare and Institutions Code. If you fail to disclose your SSN or FEIN, you will be reported to the Franchise Tax Board, which may assess a \$100.00 penalty against you.

Title 16, California Code of Regulations 2326(a) requires the following:

- (a) Certificate of Authority. Applications for a certificate of authority to operate a cemetery shall be filed on the form furnished by the program at the principal office of the program. In addition to the payment of the fees required by Section 2311 of these rules, each application shall be accompanied by the following:
- (1) A certified copy of:
 - (A) Articles of incorporation.
 - (B) Application for permit to sell and issue securities.*
 - (C) Permit to sell and issue securities. *
 - (D) Application to the city or county planning commission for a cemetery use permit or rezoning for cemetery purposes, or both.
 - (E) Land use or zoning permit.
 - (F) Declaration of dedication to cemetery purposes certified by the county recorder.
 - (G) Deed to the property, contract of purchase or any other instrument which provides the applicant with merchantable title thereto.
 - (H) Endowment care trust agreement executed by the board of directors of the cemetery authority.
 - (2) A statement signed by a majority and verified by one of the directors of the applicant, which statement shall set forth:
 - (A) Names and addresses of the incorporators, directors, officers and trustees of the endowment care fund, including the person who will be in charge of sales, together with a statement of their experience and fitness to engage in cemetery business.
 - (B) Statement of compensation received or to be received by the officers, directors and all sales agents and/or managers.
 - (C) A complete and detailed financial statement showing assets, liabilities and reserve.
 1. If the applicant is a new corporation, the statement shall designate the amount of stock subscribed, the consideration paid for all stock issued and the amount of promotional stock involved.
 2. If the applicant has engaged in business for a period of time, the statements shall include complete operating profit and loss statements for the preceding three (3) years or such period of time as the applicant has been in business if less than three years.
 - (D) Itemized statement of estimated receipts (from all sources, capitalization, sales, loans, etc.) and expenditures of the applicant for at least five (5) years or such other period as the program may require by written notice to the applicant.
 - (E) A statement setting forth the size, location and topography of, and water available for, the property to be used for cemetery purposes.
 - (F) A statement of the applicant's proposed plan of operation which shall include type of selling, approximate size or sales department, number of acres initially developed, etc.
 - (G) Statement of the amount deposited to the endowment care fund, type of investment made or to be made and the proposed rate of contribution for the future.
 - (3) An independent confirmation from the depository or other such proof of deposit of the initial contribution to the endowment care fund as required by Section 8738.1 of the Health and Safety Code of the State of California.
 - (4) A good and substantial map of the proposed cemetery site (scale not less than 1 inch to 500 feet) and surrounding area showing highways, access roads, etc., and area to be initially developed delineated thereon.
 - (5) Such other matters as the program may require by written notice to the applicant.

* Or a statement that securities will not be sold or issued.

NOTE:

The Cemetery Program Requires:

- 1) Designation and Qualification of a Managing Officer.

The Cemetery Program May Require:

- 1) Verification of publication of change of ownership.
- 2) Fidelity bond coverage of endowment and special care fund trustees.